

CONTRACT REQUESTS FORM (CRF)

CEC-94 (Revised 5/11)

CALIFORNIA ENERGY COMMISSION



☒ New Contract 500-11-005 ☐ Amendment to Existing Contract: _____ Amendment Number: _____

Division	Contract Manager:	MS-	Phone	CM Training Date
Energy Research and Development	Leah Mohney	43	916-651-2938	10/20/2009

Contractor's Legal Name	Federal ID Number
ICF Consulting, Services, L.L.C.	04-3647360

Title of Project
PIER Strategic Plan Development

Term	Start Date	End Date	Amount
New/Original Contract	9/1/2011	9/1/2013	\$ 194,621

Line up the Amendment information as best as possible within the following table.

Amendment #	End Date (mm/dd/yy)	Amount

Business Meeting Information

Proposed Business Meeting Date	8/24/2011	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Discussion
Business Meeting Presenter	Leah Mohney	Time Needed:	5 minutes

Agenda Item Subject and Description

Possible approval of Agreement 500-11-005 in the amount of \$194,621.00 with ICF Consulting Services, L.L.C. to develop and publish a Research and Development (R&D) strategic plan. (PIER electricity funding.) Contact: Leah Mohney. (5 minutes)

Business Meeting approval is not required for the following types of contracts: *Executive Director's signature is required in all cases.*

- ☐ Contracts less than \$10k (*Policy Committee's signature is also required*)
- ☐ Amendment for a no-cost time extension. Must be first extension, less than one year and original contract less than \$100k.
- ☐ Contracts less than \$25k for Expert Witness in Energy Facility licensing cases and amendments.

Purpose of Contract or Purpose of Amendment, if applicable

The competitively selected CMAS contractor will provide the following assistance in developing the R&D Strategic Plan:

- Host focus groups with key partners, stakeholders and others to obtain insights into the development of the Strategic Plan
- Provide assistance in the development and drafting of the Strategic Plan
- Coordinate public workshops to discuss the draft plan and obtain feedback
- Provide assistance in finalizing the plan

The initial work completed by R&D staff indicates that the Strategic Plan will have the following key elements:

- 5 year planning horizon
- Describes the research path to attaining 2020 energy policy goals
- Loading order is dominant
- Defines a research stage program focus (e.g., exploratory, basic, demonstration, etc.)
- Describes desired research portfolio outcomes
- Development process could influence new PIER reauthorization legislation

Additionally, initial work completed by R&D staff indicates that the following outcomes are desired:

- Defined research links to market/end use/venture capital
- Benefits analysis of strategic outcomes/recommendations
- Implements a transparent, inclusive process that satisfies program planning transparency complaints
- Plan will be the vehicle to create future R&D budgets
- Plan vision will be accessible to the widest possible audience
- Plan will have stability for multiple years

CONTRACT REQUESTS FORM (CRF)

CEC-94 (Revised 5/11)

CALIFORNIA ENERGY COMMISSION

**California Environmental Quality Act (CEQA) Compliance**

1. Is Contract considered a "Project" under CEQA?
☐ Yes: skip to question 2 ☒ No: complete the following (PRC 21065 and 14 CCR 15378):
 Explain why contract is not considered a "Project":
 Contract will not cause direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment because this is for a strategic plan development report..
2. If contract is considered a "Project" under CEQA:
☐ a) Contract **IS** exempt. (Draft NOE required)
☐ Statutory Exemption. List PRC and/or CCR section number: _____
☐ Categorical Exemption. List CCR section number: _____
☐ Common Sense Exemption. 14 CCR 15061 (b) (3)
 Explain reason why contract is exempt under the above section:
- ☐ b) Contract **IS NOT** exempt. The Contract Manager needs to consult with the Energy Commission attorney assigned to their division and the Siting Office regarding a possible Initial Study.

Budgets Information

Contract Amount Funded		Breakdown by FY			Funding Sources			
Funding Source	Amount	FY	Amount	Approved?	Funding Source	FY	Budget List No.	Amount
ARFVTF	\$	11-12	\$194,621	Yes	PIER-E	10-11	500.008K	\$194,621
ECAA	\$		\$					\$
State- ERPA	\$		\$					\$
Federal	\$		\$					\$
PIER - E	\$194,621		\$					\$
PIER - NG	\$		\$					\$
Reimbursement	\$		\$					\$
Other	\$		\$					\$
TOTAL:	\$194,621	TOTAL:	\$194,621		TOTAL:			\$194,621
Reimbursement Contract #:					Federal Agreement			

Contractor's Administrator/ Officer		Contractor's Project Manager	
Name:	Patty Cook	Name:	Eric Wong
Address:	620 Folsom St Ste 200	Address:	630 K St Ste 400 Suite 400
City, State, Zip:	San Francisco, CA 94107-3603	City, State, Zip:	Sacramento, CA 95814-3331
Phone/ Fax:	415-677-7100 / 415-677-7177	Phone/ Fax:	916-231-7643 / 916-737-3030
E-Mail:	pcook@icfi.com	E-Mail:	ewong@icfi.com

Contractor Is

- ☒ Private Company (including non-profits)
☐ CA State Agency (including UC and CSU)
☐ Government Entity (i.e. city, county, federal government, air/water/school district, joint power authorities, university from another state)

Selection Process Used

- ☒ Solicitation CMAS Solicitation #: 500-11-501 # of Bids: 2 Low Bid? ☒ No ☐ Yes
☐ Non Competitive Bid (Attach CEC 96)
☐ Exempt

Civil Service Considerations

- ☐ Not Applicable (Contract is with a CA State Entity or a membership/co-sponsorship)
☒ Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER)

CONTRACT REQUESTS FORM (CRF)

CEC-94 (Revised 5/11)

CALIFORNIA ENERGY COMMISSION



- ☐ The Services Contracted:
- ☐ are not available within civil service
 - ☐ cannot be performed satisfactorily by civil service employees
 - ☐ are of such a highly specialized or technical nature that the expert knowledge, expertise, and ability are not available through the civil service system.
- ☐ The Services are of such an:
- ☐ urgent
 - ☐ temporary, or
 - ☐ occasional nature
- that the delay to implement under civil service would frustrate their very purpose.

Justification:

Public Resources Code 25620, et seq., authorizes the Commission to contract for the subject work. (PIER)

Payment Method

- ☒ A. Reimbursement in arrears based on:
- ☒ Itemized Monthly ☐ Itemized Quarterly ☐ Flat Rate ☐ One-time
- ☐ B. Advanced Payment
- ☐ C. Other, explain:

Retention

1. Is contract subject to retention? ☐ No ☒ Yes
- If Yes, Do you plan to release retention prior to contract termination? ☒ No ☐ Yes

Justification of Rates

This is a CMAS request for proposals, rates consistent with CMAS.

Disabled Veteran Business Enterprise Program (DVBE)

1. ☒ Not Applicable
2. ☐ Meets DVBE Requirements DVBE Amount:\$ _____ DVBE %: _____
- ☐ Contractor is Certified DVBE
 - ☐ Contractor is Subcontracting with a DVBE: _____
3. ☐ Requesting DVBE Exemption (attach CEC 95)

Is Contractor a certified Small Business (SB), Micro Business (MB) or DVBE?

- ☒ No ☐ Yes
- If yes, check appropriate box: ☐ SB ☐ MB ☐ DVBE

Is Contractor subcontracting any services?

- ☐ No ☒ Yes
- If yes, give company name and identify if they are a Small Business (SB), Micro Business (MB) and/or DVBE:
- Ecos Consulting Inc. ☒ No ☐ SB ☐ MB ☐ DVBE

Miscellaneous Contract Information

1. Will there be Work Authorizations? ☒ No ☐ Yes
2. Is the Contractor providing confidential information? ☒ No ☐ Yes
3. Is the contractor going to purchase equipment? ☒ No ☐ Yes
4. Check frequency of progress reports
- ☒ Monthly ☐ Quarterly ☐ _____
5. Will a final report be required? ☐ No ☒ Yes
6. Is the contract, with amendments, longer than a year? If yes, why? ☐ No ☒ Yes

The Department of General Services has agreed to give the Commission blanket authority to execute multi-year contracts to support the Commission's RD&D Programs.

CONTRACT REQUESTS FORM (CRF)

CEC-94 (Revised 5/11)

CALIFORNIA ENERGY COMMISSION

**The following items should be attached to this CRF**

1. Scope of Work, Attach as Exhibit A.	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Attached
2. Budget Detail, Attach as Exhibit B.	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Attached
3. CEC 96, NCB Request	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached
4. CEC 30, Survey of Prior Work	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached
5. CEC 95, DVBE Exemption Request	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached
6. Draft CEQA Notice of Exemption (NOE)	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Attached
7. Resumes	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Attached
8. CEC 105, Questionnaire for Identifying Conflicts		<input checked="" type="checkbox"/> Attached
9. CEC 106, IT Component Reporting Form		<input checked="" type="checkbox"/> Attached

Contract Manager_____
Date_____
Office Manager_____
Date_____
Deputy Director_____
Date

The following signatures are only required when contract approval is delegated to the Executive Office and not approved at a Business Meeting.
See Business Meeting Information Section.

Presiding Policy Committee_____
Date_____
Associate Policy Committee_____
Date_____
Executive Director_____
Date